

Nevada Working Group Meeting (JOWOG 32 HDT)



Los Alamos National Laboratory April 11-13, 2016



EMAIL registration form to: JOWOG32HDT-WS@lanl.gov
Registration Deadline is April 1, 2016

Full Name:			
Employer/Organization Name:			
Employer Street Address:			
Email:			
Work Phone:		Cell. Phone:	

Clearance Requirements

CLEARANCE LEVEL REQUIRED

DOE: Secret/Restricted Data (Q)

DOD: S/RD

All others: Equivalent to DOE Q

ATTENTION: If you hold a security clearance NOT issued through a DOE/NNSA facility, YOU must arrange for the transfer of your clearance to LANL using DOE Form 5631.20. **See the second page for Form 5631.20 assistance.**

What level of clearance do you hold?		Issuing Organization:			
Do you have a standard DOE HSPD-12 federal badge?	Yes:		No:		If No, see instructions below*
Are you current on the JAIEG-2/UK Transmissibility Training	Yes:		No:		Z#

Presentations Deadline

All US classified presentations must be emailed on the secure red to alexine@lanl.gov, unclassified presentations can be sent to jowog32hdt-ws@lanl.gov and are due by **Wednesday April 6th**.

All UK participants presentations are expected at ilo@awe.co.uk by **Wednesday March 16th**.

Training Requirements

All US attendees must be current on the JAIEG-2/UK Transmissibility Training.

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Meeting Refreshments:

Monday, April 11	Tuesday, April 12	Wednesday, April 13
Morning tea, coffee, pastries	Morning tea, coffee, pastries	Morning tea, coffee, pastries
Afternoon refreshments	Afternoon Refreshments	

DOE Form 5631.20 Clearance Transfer Guidance

Clearance Holder and Badge Type	5631.20 Required	SS No. and DOB Required	Visitor's Security Officer sends 5631.20 to
DOE with Standard HSPD-12	No	No	N/A
DOE without Standard HSPD-12	Yes	Yes	LANL Visitor Control Office, fax 505-667-9194
DOD Clearance	Yes	Yes	LANL Visitor Control Office, fax 505-667-9194

All 5631.20 forms (<http://energy.gov/cio/downloads/doe-f-563120>) received at LANL Visitor Control will be reviewed for accuracy and forwarded for final clearance confirmation to DOE/NNSA NA-122. Please contact Jenni Martinez (LANL Personnel Security) at 505-667-5587 or jenni@lanl.gov for any security clearance transfer questions.

Data input boxes on 5631.20	Information to enter
To:	LANL Visitor Control Office, fax 505-667-9194
Name of Facility(ies) to be Visited:	LANL: SCC, TA-53 bldg. 1
For Inclusive Dates:	(list dates you will attend; full meeting 4/11-13, 2016)
For the Purpose of:	JOWOG 32 HDT (Nevada Working Group)
To Confer with the Following Person:	Todd Haines, haines@lanl.gov , P-23, 505-667-3638
Specific Information to which Access is Requested:	S/RD

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MEETING SECURITY COMPLIANCE INFORMATION

SECURITY NOTICE: To comply with DOE and LANL security procedures and protect our data infrastructure, electronics, including cell phones, two-way pagers, PDAs (**non-LANL owned Blackberries with exceptions noted below**, Palm Pilots, etc.), laptop computers, thumb-drives, cameras, etc. **are NOT allowed in LANL limited security areas and above.** Visitors going behind the security fence are asked to leave all personal belongings in vehicles or hotel rooms. Additionally, please adhere to the DOE and LANL prohibited article procedures and refrain from bringing firearms, explosives, knives greater than 2.5 inches, alcohol, illegal drugs, etc., onto Laboratory property.

Current LANL Blackberry Policy: LANL-issued Blackberries can be used at participating sites, and visitors from these sites can use their government-issued Blackberry at LANL. All other Blackberries are not allowed in LANL limited security areas and above. ***All Blackberries must be powered down prior to the beginning of classified conversations.*** The following NNSA sites currently participate in the reciprocity agreement:

- Los Alamos National Laboratory (LANL)
- National Nuclear Security Administration Headquarters (NNSA HQ)
- National Nuclear Security Administration Headquarters Los Alamos Site Office (NNSA LASO)
- Kansas City Plant (KCP)
- Y-12 National Security Complex
- Pantex Plant
- Sandia National Laboratories (SNL)
- ABQ Complex

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BADGING PROCESS

All non-LANL attendees must check-in at the Badge Office when first arriving for the meeting. DOE/NSA HSPD-12 badge holders will have their current badge encoded for access to the meeting site and will have a chance to test their 6 digit pin number and those without HSPD-12 badges will be issued a cleared visitor badge. UK attendees must bring their passport in order to receive a badge.

Directions to the Badge Office from Los Alamos town site:

- Take Highway NM 502 (Trinity Drive) towards Los Alamos National Lab
- Cross over the OMEGA Bridge coming towards NM 501
- At stop light take a right turn to pass through the vehicle access control point (usually no need to stop)
- Access control point ends at the intersection of NM 501 and Diamond Drive; go straight through the intersection and turn left on Casa Grande Drive. Parking is available at garage structure.

The Badge Office opens at 7:30am and is located in the Otowi Building (TA-03-261) Phone 505-667-6901.

LODGING

Some Los Alamos lodging options:

- | | | |
|---|---------------------|--------------|
| • Comfort Inn & Suites (closest to LANL) | 2455 Trinity Drive | 505-661-1110 |
| • Holiday Inn Express | 60 Entrada Drive | 505-661-2646 |
| • Hampton Inn & Suites (~9 miles from LANL) | 124 NM4, White Rock | 505-672-3838 |

Other area lodging:

- Buffalo Thunder Resort, North of Santa Fe (~1/2 hr drive to LANL)
505-455-9000

Technical Area 3

- | | |
|-------------|--|
| 261 | Otowi Building (Badge Office & Cafeteria) |
| 1400 | National Security Sciences Building (NSSB) |
| 1402 | Parking Structure |
| 2327 | Nicholas C. Metropolis Center (SCC) |

